

MEMO



Central Office

Landon State Office Building
900 S.W. Jackson St., 4th Floor
Topeka, KS 66612-1284
(785) 296-4508
Fax: (785) 296-0014
Email: libbysn@doc.ks.gov
www.doc.ks.gov

DATE: April 8, 2013
TO: IMPP Manual Users
FROM: Libby Snider, Staff Attorney/Policy Analyst
RE: Summary of Changes to IMPPs – Distribution #588

In accordance with IMPP 01-101, any attached IMPPs summarized below have had their revision/introduction advanced through appropriate procedures set forth within the context of that IMPP. Additionally, policy memoranda are sometimes issued on a very limited basis, and, if included in this distribution, are similarly summarized below. The following are summaries of the revisions to policy and/or procedures resulting from these processes, and have been reviewed in an attempt to ensure consistency with statutes, regulations, and the current needs and philosophy of the Department.

Per IMPP 01-101, new and revised policies shall be distributed, prior to their implementation, to designated staff, contract personnel, volunteers, and when appropriate to inmates/offenders and designated agencies. The yellow highlighted IMPPs listed in this document are considered "STAFF READ ONLY" and shall not be included in the distributions to agencies or organizations not authorized such access.

- 01-113 ADMINISTRATION: Incident Reports and Immediately Reportable Incidents**
Policy is revised to provide for electronic imaging of reports in order to streamline processes and eliminate waste of manpower and paper file space.
- 12-136 SECURITY AND CONTROL: Special Management Transition Programs**
This new IMPP provides intermediate steps to transition long-term administrative segregation OSR and CBB inmates back into general population when there are safety concerns regarding an inmate's immediate release from segregation status.

NOTE: Yellow highlighting indicates that the particular IMPP is "**Staff Read Only.**"